

TOWN OF NORTHFIELD, VERMONT
SELECT BOARD
Minutes of August 11, 2015

- I. **ROLL CALL.** Chair John Quinn III, Select Board members Matthew Gadbois, Kenneth W. Goslant, K. David Maxwell, and Lynn Doney. Also present were Town Manager Jeff Schulz, Highway Foreman Ray Hudson, Laura Ranker (Central Vermont Regional Planning Commission), and Kathleen Lott (*Northfield News*).

Chair Quinn called the meeting to order at 7:00 p.m.

- II. **PLEDGE OF ALLEGIANCE.** The Board members and the public were asked to rise and recite the Pledge of Allegiance.

- III. **SET/ADJUST AGENDA.** There were no changes to the posted agenda.

- IV. **PUBLIC PARTICIPATION (Scheduled):** None.

- V. **DEPARTMENT HEAD REPORT - Highway Foreman Ray Hudson**

Ray Hudson presented a report on the Highway Department's work over the past two weeks stating that the crew installed four catch basins and 400 feet of storm line on Turkey Hill. Also, the Department graded West Hill, South View, Loop Road, Lovers Lane, Bull Run and Terry Hill. Mr. Hudson noted that over the next two weeks the Department will work on the storm drainage project on King Street, and the rebuild of the Bull Run Bridge. Mr. Maxwell asked Mr. Hudson how he monitors the roads for potential issues. Mr. Hudson responded that he typically drives the roads in the morning or at end of the day to assess the conditions and he relies on calls from the public.

Next, the Board asked about quotes for road side mowing. Manager Schulz and Mr. Hudson mentioned that the Town received two quotes for road side mowing. One was a flat fee of \$10,000 which included two passes; the second quote was \$90 per mile (\$6,300) and included one pass. The Board asked for a further analysis comparing the price of outsourcing versus continuing to have the Highway Department mow.

Next, the Board discussed the tree trimming along lower Bull Run. Mr. Hudson is contacting the property owner to obtain permission to remove the trees in this area.

- VI. **APPROVAL OF MINUTES**

- a. **July 28, 2015 (Regular Meeting).** Motion by Mr. Maxwell, seconded by Mr. Goslant, to approve the minutes. **Motion passed 5-0-0.**

- VII. **APPROVAL OF BILLS**

- a. **Warrant #04-16.** Motion by Mr. Maxwell, seconded by Mr. Gadbois, to approve Warrant #05-15 in the amount of \$677,012.79. The Board asked about the continued water charge for the fountain on the Common. Manager Schulz stated that he has discussed this issue with the Utility Superintendent about possible options to re-circulate the water and reduce the cost of water. Manager Schulz agreed to provide a detailed summary of this issue for the next Board meeting. Next, the Board asked why it took over a week for the Police Department to deliver the police vehicle to the mechanic for service. Manager Schulz agreed to follow-up on this issue. Next, the Board asked about the legal fees for the recent tax sales and Manager Schulz responded that the legal fees are paid by the property owner and not from the town general fund. **Motion passed 5-0-0.**

- b. **Approval of Bi-Weekly Payroll through August 2, 2015: \$87,350.49.** Motion by Mr. Gadbois, seconded by Mr. Maxwell to approve the bi-weekly payroll. **Motion passed 5-0-0.**

- VIII. **SELECT BOARD**

- a. **Northfield Observances' Request to hold Labor Day Weekend Soap Box Derby.** Manager Schulz stated that the Northfield Observances has changed the request for their soap box derby to have it on Slate Avenue (and not South Main Street). Motion by Mr. Gadbois, seconded by Mr. Maxwell, to approve the request to have the soap box derby on Slate Avenue. **Motion passed 5-0-0.**

- b. **Resolution for Disaster Recovery Grant Application Authority.** Motion by Mr. Gadbois, seconded by Mr. Goslant, to approve the resolution for Disaster Recovery Grant Application Authority. **Motion passed 5-0-0.**
- c. **Review and Adoption of Local Emergency Management Operations Plan (LEMOP).** Manager Schulz stated that the State of Vermont is requesting that the Town update and approve the LEMOP. The Plan is important because it is required for the Town to receive federal funding in the event of a disaster. Laura Ranker, Central Vermont Regional Planning Commission, stated that the plan needs updating every year and that either a Board member or the Town Manager must certify that they have completed the required ICS training. Ms. Ranker noted that there will be ICS training on August 19 from 6:00 PM to 9:00 PM at the Moretown Municipal Office. Motion by Mr. Gadbois, seconded by Mr. Maxwell, to approve the LEOP. **Motion passed 5-0-0.**
- d. **Review and Adoption of Solid Waste Management Plan.** Motion by Mr. Maxwell, seconded by Mr. Goslant, to approve the Solid Waste Management Plan. **Motion passed 5-0-0.**
- e. **Abatement of Ambulance Bills.** Manager Schulz presented a list of ambulance bills for abatement. Manager Schulz noted that the total amount of all the accounts up for abatement is \$22,605.74. These accounts include persons that are deceased and accounts that are delinquent for more than one year. A debt for a deceased person can't be collected from their spouse or relative. The Town sends a total of three (3) letters to a relative or spouse of a deceased person in hopes of collecting. Accounts for a living person are sent to a collection agency after the Town makes three attempts to collect the debt. All accounts on the abatement list have been at collections for at least one year. The Board asked if the amount is more than in previous years. Manager Schulz stated that the amount is not higher than in previous years as this total is less than several of the previous years. Motion by Mr. Gadbois, seconded by Mr. Goslant, to approve the abatements. **Motion passed 5-0-0.**
- f. **Public Hearing (Civil Ordinance for Solid Waste Collection Variable Rate Pricing): Tuesday, August 25, 2015.** Chair Quinn stated that there is a public hearing regarding a civil ordinance for waste collection variable rate pricing prior to the next regular Select Board meeting.

IX. BOARD MEMBERS' COMMENTS, CONCERNS, QUESTIONS

- a. The Board recommended that the Town Manager send the local trash haulers the public hearing notice for the waste collection rate pricing hearing.
- b. The Board asked about the sale of the 14 Western Ave. property and suggested having a local realtor list the property. Schulz will research the process to sell the property.
- c. The Board directed the Manager to contact Norwich University to determine if the Town Policing MOU is still necessary.
- d. The Board suggested that the Manager research the number of Town roads that have one and two houses to determine whether the Board should discontinue these roads to reduce Town maintenance costs.

X. TOWN MANAGER'S REPORT. Manager Schulz had nothing to add to his written report.

XI. PUBLIC PARTICIPATION (UNSCHEDULED). There was none.

XII. ADJOURNMENT. Motion by Mr. Maxwell, seconded by Mr. Doney, to adjourn. **Motion passed 5-0-0.**

The Board adjourned at 8:50 p.m.

Respectfully submitted,

Jeff Schulz

Jeff Schulz, Acting Clerk

These minutes were approved at the regular Select Board meeting of August 25, 2015.